

Subscriber - Administrator Logic

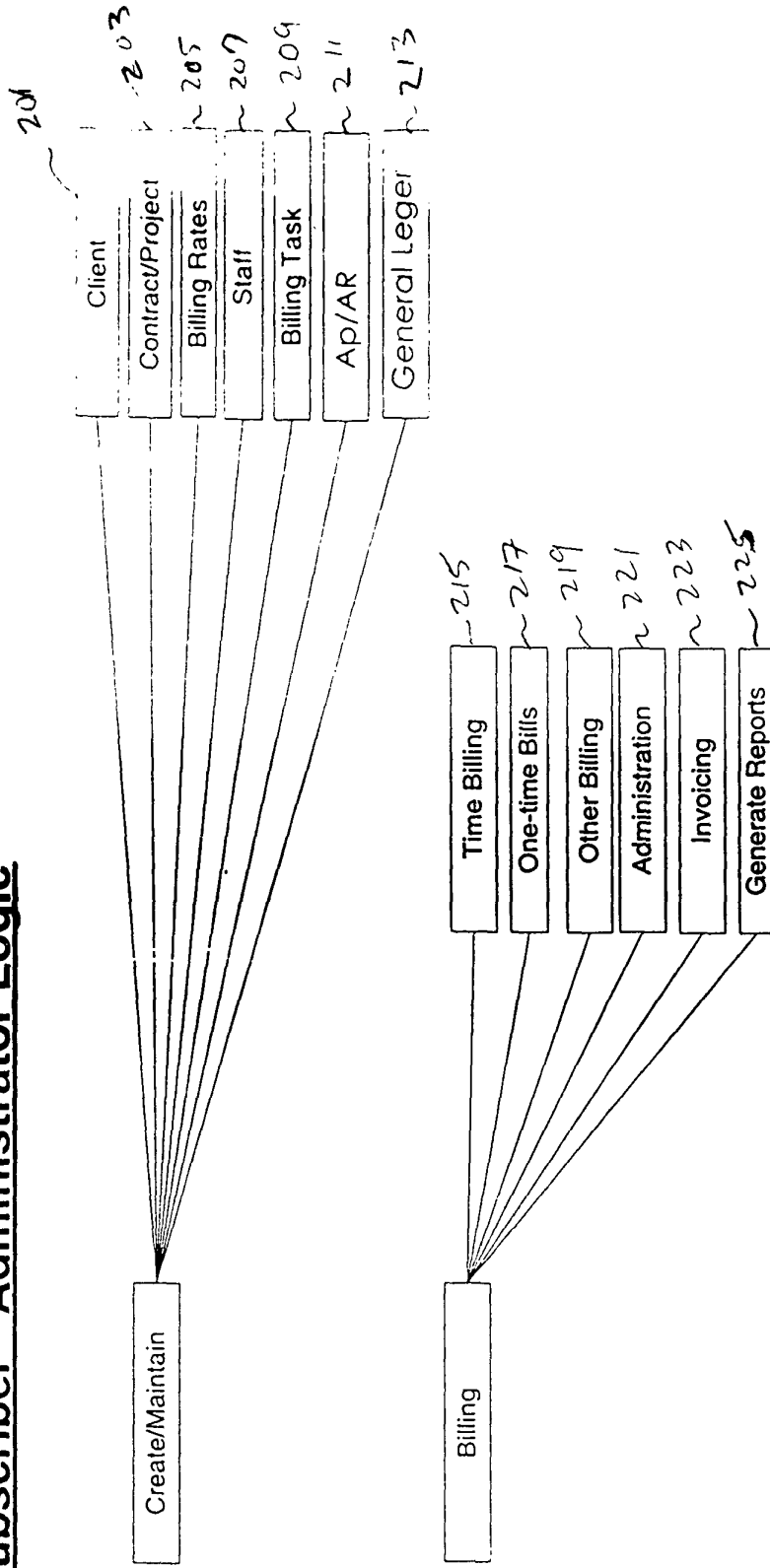
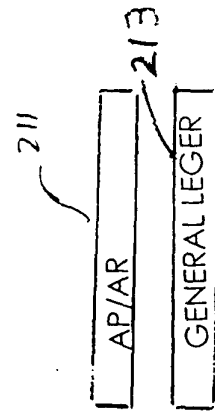


FIG. 2



SUBSCRIBER -CREATE CLIENT

Customer Name: Login Name:
Alternate Name: Password:
Contact Name: Verify Password:

Valid Login and Password characters are: (A-Z, ., 0-9)

Address: Payment Terms:
Line Two: Publicize my information: ☐
City: State: Zip/Postal:
Country: Tax Exempt ID:
County:
Voice Phone:
E-Mail Address:
Fax Number:
Business Type:

Billing - Click to copy above information 

Main Location:
Billing Name:
Address:
Line Two:
City: State: Zip/Postal:
Country:
County:
Voice Phone:
E-Mail Address:
Fax Number:




FIG. 3A

CREATE/MAINTAIN PROJECT

Client: New Tech Industries, INC
Bill To: New Tech Industries, INC

Subscriber: Demo Vendor
Location: Stamford

Select Contract or blank to add a new contract:
New Contract Name Here:

Start Date: Expiration Date:

Does this Contract/Project have Recurring Periods?:

Use this Contract/Project for this Location Only?:

Is this Contract/Project Pre Approved?:

Select the Period Type:

Free Units per Period:

What is the maximum Carry Over + free Units:

Cut off Hours:

Addition to Rate After Cut Off \$:

| | |
|-------------------------------------------------------------------------------------------------|-----------------------------------|
| Auto Gen Invoice: <input checked="" type="checkbox"/> Amount \$: <input type="text" value="0"/> | |
| Gen Desc.: <input type="text"/> | Tax Percent: <input type="text"/> |

Display at Billing: ☐

Description:



FIG. 3B

CREATE/EDIT BILLING RATE

Client: New Tech Industries, INC
Bill To: New Tech Industries, INC

Subscriber: Demo Vendor
Location: Stamford

Select a Task for Billing:

Control the list of assigned Rates for: Marlene Consultant

Client Limit:

Include Selected Task in Limit: ☐

[Click Here to view all assigned rates for all Staff.](#)

| Client | Location | Task | Bill Rate | Pay Rate | Del | Del |
|----------------------|----------|---------|-----------|----------|--------|--------|
| New Tech Industries, | Stamford | General | \$100.00 | \$75.00 | Active | Active |

Make Rate Changes Below

NOTE: Check the applicable option(s) below. Options are inclusive.

1. Apply to all Clients: ☐

Selected Client Only: ☒

2. Apply to all Locations: ☐

Selected Location Only: ☒

3. Apply to all Tasks: ☐

Selected Task Only: ☒

4. Apply to all Staff: ☐

Selected Staff Only: ☒

Billing Rate:\$

Default Rate:\$

Staff Rate:\$

Tax Percent (.00):

Effective Date:

Expiration:

FIG. 3C

SUBSCRIBER - CREATE STAFF

| | | | |
|----------------------------|-------------------------------------|-----------------------|-------------------------------------------------------|
| First Name: | <input type="text"/> | AUTHORIZATION | |
| Last Name: | <input type="text"/> | Login Name: | <input type="text"/> |
| Full Name: | <input type="text"/> | Login Password: | <input type="text"/> |
| Social Security: | <input type="text"/> | Confirm Password: | <input type="text"/> |
| Gender: | <input type="text" value="Female"/> | Check to Make Active: | <input type="checkbox"/> |
| Education Level Completed: | <input type="text"/> | 1099: | <input type="checkbox"/> |
| Salary Required(WK\$): | <input type="text" value="0"/> | Affiliate client: | <input type="text"/> |
| Requesting Position: | <input type="text" value="N/A"/> | | <input type="text" value="New Tech Industries, INC"/> |
| Speciality: | <input type="text" value="N/A"/> | | |

UPDATE

FIG. 3D

ASSIGN/CREATE BILLING TASK

Client Name

New Firm Industries INC [REDACTED]

Assign Selected Tasks To All Clients []

Select From Available Tasks Below

Accounting
cashier
Clerical
Database development
dishwasher
Emerg. - After Hours
Filing
General
General Duties
Lawn Care
MKT Consulting
My Task
Network
Network Support
Networking
New Test Task
opinion
PC Desktop Work
PC Support
Programming
Server Networking
SYS Assessment
System Setup
Taxes
Translating
Tutor
zujqxziq

Accounting
cashier
Clerical
Database development
dishwasher
Emerg. - After Hours
Filing
General
General Duties
Lawn Care
MKT Consulting
My Task
Network
Network Support
Networking
New Test Task
opinion
PC Desktop Work
PC Support
Programming
Server Networking
SYS Assessment
System Setup
Taxes
Translating
Tutor
zujqxziq

TIME BILLING ENTRY

Client: New Tech Industries, INC
Bill To: New Tech Industries, INC

Subscriber: Demo Vendor
Location: Stamford

Selected Staff: Blank Check ▾

Task Date: 8/7/2003 ▾ Units: Contract/Project: Demo Vend P/A ▾
Total: Free: Select Task: General ▾

Start Hour: 06AM ▾ Minutes: 08 ▾
End Hour: 09AM ▾ Minutes: 09 ▾

Billing Description

Reviewed user specification sent to me ▴

Select a description starter below

Reviewed user specification sent to me ▾

FIG. 4A

OTHER BILLING/ONE TIME BILLING ENTRY

Client: New Tech Industries, INC
Bill To: New Tech Industries, INC

Subscriber: Demo Vendor
Location: Stamford

| Bill Date | Units | Unit Cost | Tax Percent | Contract/Project |
|-------------|-------|-----------|-------------|------------------|
| 8/7/2003 | 1 | 1 | .06 | Demo Vend P/A ▾ |
| Description | | | | |
| <div></div> | | | | |

FIG. 4B

BILL ADMINISTRATOR

| Edit | Date | Client | Location | Type | Items | Status | Action | Print |
|-------------|----------|----------------------|----------|------|-------|---------|---------------|--------------------------|
| <u>Edit</u> | 5/1/2002 | New Tech Industries, | Stamford | TIM | 1 | Open PA | <u>Submit</u> | <input type="checkbox"/> |



FIG. 4C

SUBSCRIBER INVOICE CREATION

Client: New Tech Industries, INC
Bill To: New Tech Industries, INC

Subscriber: Demo Vendor
Location: Stamford

Invoice Date: 8/1/2003 Invoice Type: AR ▾
Which account will be paid? Accounts Receivable ▾ Due Date: 8/31/2003
What is being sold? Accounts Receivable ▾ Retainer:
PO Code:



FIG. 4D

SUBSCRIBER INVOICE PROCESSING - POST

Client: **New Tech Industries, INC**
Bill To: **New Tech Industries, INC**

Subscriber: **Demo Vendor**
Location: **Stamford**

| Invoice | Client | Invoice Total | Items | Status | Post | Print | Delete |
|----------|--------------------------|---------------|-------|--------|-------------|-------|--------|
| 8/1/2003 | New Tech Industries, INC | \$371.00 | 1 | Open | <u>Post</u> | | ⌵ |



FIG. 4E

SUBSCRIBER INVOICE PROCESSING - CANCEL POST

Client: **New Tech Industries, INC**
Bill To: **New Tech Industries, INC**

Subscriber: **Demo Vendor**
Location: **Stamford**

Invoice Maintenance

| Invoice | Client | Invoice Total | Items | Status | Post | Print | Delete |
|---------|--------------------------|---------------|-------|----------|---------------|-------|--------|
| T105 | New Tech Industries, INC | \$371.00 | 1 | Inv/Open | <u>Cancel</u> | Print | |

FIG. 4F

BILLING/INVOICE REPORTING

Select Report Criteria

Client Name:

Select Location

Location Name:

Select Date Range

From Date: To Date:

Required date format: (mm/dd/yyyy)

FIG. 4G

| | | | | | | | |
|---------------------------------------------------------------------------------------------------------------|------------------------|---------------|-------------|-------------|-------------------|-------------|-----------------|
| From Demo Vendor 10 Processing Blvd P.O. Box 1010 Westmoreland PA 12345 | Activity Report | | | | | | |
| Client New Tech Industries, INC 233 Bruce Park Avenue Suite #202 Greenwich CT 06830 | | | | | | | |
| Location: Stamford | | | | | | | |
| Staff: <u>Marlene Consultant</u> | | | | | | | |
| Date | Start | End | Units | Free Units | Approved By | Time Units | Line Total |
| Billable Task | | General | | | | | |
| 08/10/2003 | | | 2.00 | 0.00 | CTR Demo Vend P/A | 2.00 | \$212.00 |
| Overage Units: 0.00 | | Overage Rate: | | 50.00 | Overage Total: | 50.00 | |
| Configured network with new file servers | | | | | | | |
| Total General | | | 2.00 | 0.00 | | 2.00 | \$212.00 |
| Stamford | | | 2.00 | 0.00 | | 2.00 | \$212.00 |
| Total Units: | | | 2.00 | 0.00 | | 2.00 | \$212.00 |

FIG. 4H

INVOICE REPORT

Client: New Tech Industries, INC

Subsidiary: Demo Vendor

Bill To: New Tech Industries, INC

Location: Stamford

Edit/Update

T103

Inv Total: \$318.00

Paid: \$50.00

Balance: \$268.00

T105

Inv Total: \$371.00

Paid: \$0.00

Balance: \$371.00

Apply Payments Below...

| GL Account | Inv Number | Check Number | Amount Paid | Payment Date |
|-----------------------|------------|--------------|-------------|--------------|
| Accounts Receivable ▼ | T102 ▼ | | | 8/12/2003 |
| Accounts Receivable ▼ | T102 ▼ | | | 8/12/2003 |

APPLY PAYMENT

FIG. 4I

Subscriber - Staff Logic

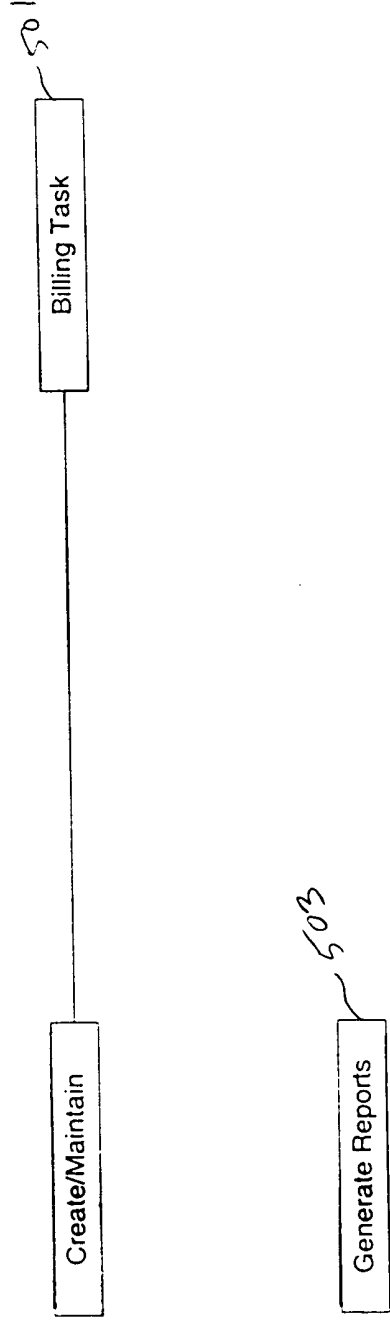


FIG. 5

Client - Administrator Logic

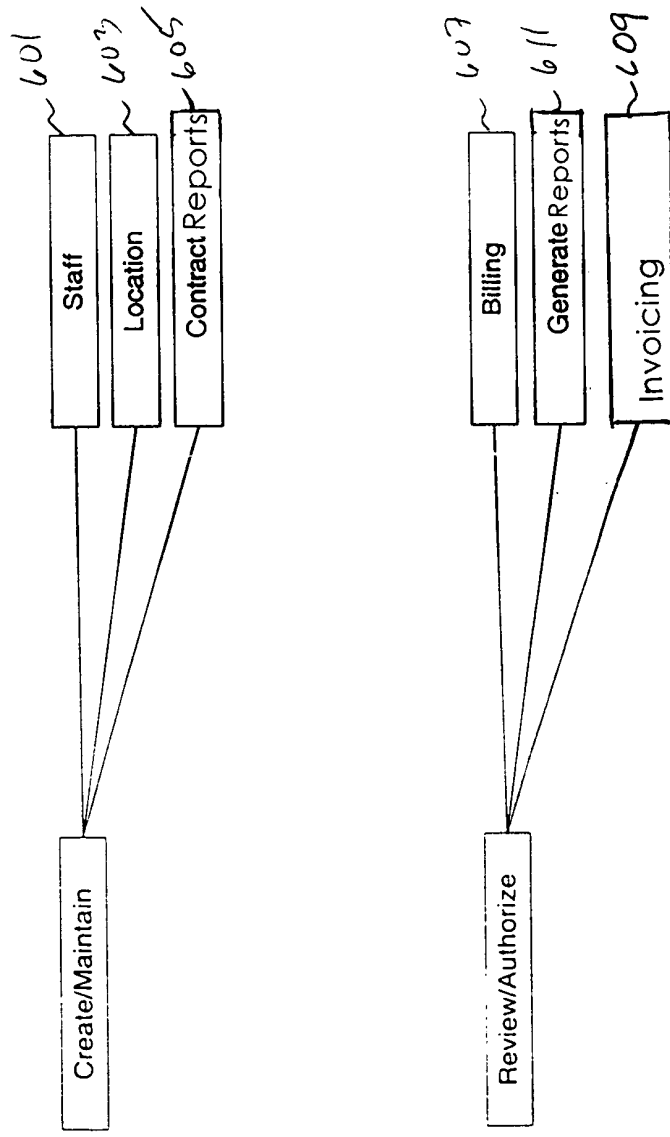


FIG. 6

BILLING ADMINISTRATION

| Review | Date | Approve All | Location Name | Vend/Staff | Item | Status | Print |
|---------------|------------|--------------------|------------------------|---------------|------|-----------|--------------------------|
| <u>Review</u> | 9/26/2002 | <u>Approve All</u> | Stamford | Tony Falco | 2 | Submitted | <input type="checkbox"/> |
| <u>Review</u> | 10/9/2002 | <u>Approve All</u> | Stamford | Hervon Porter | 1 | Submitted | <input type="checkbox"/> |
| <u>Review</u> | 10/2/2002 | <u>Approve All</u> | Stamford | Hervon Porter | 2 | Submitted | <input type="checkbox"/> |
| <u>Review</u> | 11/2/2002 | <u>Approve All</u> | Old Greenwich | Tony Falco | 1 | Submitted | <input type="checkbox"/> |
| <u>Review</u> | 11/3/2002 | <u>Approve All</u> | Stamford | Tony Falco | 1 | Submitted | <input type="checkbox"/> |
| <u>Review</u> | 11/9/2002 | <u>Approve All</u> | Old Greenwich | Tony Falco | 1 | Submitted | <input type="checkbox"/> |
| <u>Review</u> | 11/7/2002 | <u>Approve All</u> | Cos Cob | Hervon Porter | 2 | Submitted | <input type="checkbox"/> |
| <u>Review</u> | 11/21/2002 | <u>Approve All</u> | Stratford Corp. Ofc | Tony Falco | 1 | Submitted | <input type="checkbox"/> |
| <u>Review</u> | 11/2/2002 | <u>Approve All</u> | Old Greenwich | Tony Falco | 1 | Submitted | <input type="checkbox"/> |
| <u>Review</u> | 12/1/2002 | <u>Approve All</u> | Stratford Corp. Ofc | Hervon Porter | 1 | Submitted | <input type="checkbox"/> |
| <u>Review</u> | 1/2/2003 | <u>Approve All</u> | Stratford Corp. Ofc | Hervon Porter | 2 | Submitted | <input type="checkbox"/> |
| <u>Review</u> | 1/14/2003 | <u>Approve All</u> | Stratford Corp. Ofc | Hervon Porter | 1 | Submitted | <input type="checkbox"/> |
| <u>Review</u> | 2/20/2003 | <u>Approve All</u> | Stamford | Hervon Porter | 1 | Submitted | <input type="checkbox"/> |
| <u>Review</u> | 2/20/2003 | <u>Approve All</u> | Stamford | Hervon Porter | 1 | Submitted | <input type="checkbox"/> |
| <u>Review</u> | 2/20/2003 | <u>Approve All</u> | Stamford | Hervon Porter | 1 | Submitted | <input type="checkbox"/> |
| <u>Review</u> | 2/20/2003 | <u>Approve All</u> | Stamford | Hervon Porter | 1 | Submitted | <input type="checkbox"/> |
| <u>Review</u> | 2/24/2003 | <u>Approve All</u> | Stamford | Hervon Porter | 1 | Submitted | <input type="checkbox"/> |
| <u>Review</u> | 3/1/2003 | <u>Approve All</u> | Stamford | Hervon Porter | 1 | Submitted | <input type="checkbox"/> |

VIEW REPORT

FIG. 7A

INVOICE ADMINISTRATION

| Invoice | Subscriber | Inv Total | Items | Status | Print |
|-------------|------------------|-----------|-------|----------|--------------|
| <u>T105</u> | Demo Vendor | \$371.00 | 1 | Inv/Open | <u>Print</u> |
| <u>K631</u> | Kye Technologies | \$17.00 | 1 | Inv/Open | <u>Print</u> |

FIG. 7B

| | | | |
|----------------------------------------------------------------------------------------------|--------------|-----------------------|--------------------|
| Subscriber | | Billing Detail | |
| Demo Vendor 10 Processing Blvd. P.O. Box 1010 Westmoreland PA 12345 | | | |
| Client | | | |
| New Tech Industries, INC 233 Bruce Park Avenue Suite #202 Greenwich CT 06830 | | | |
| Location: | | Stamford | |
| Staff: Marlene Consultant | | | |
| Date | Start | End | Units |
| 08/10/2003 | | | 2.00 |
| Overage Units: 0.00 | | Overage Rate: | Free Units |
| Configured network with new file servers | | | 0.00 |
| 08/13/2003 | | | 1.00 |
| Overage Units: 0.00 | | Overage Rate: | Free Units |
| Configured network with new file servers | | | 0.00 |
| Marlene Consultant | | 3.00 | 0.00 |
| Stamford | | 3.00 | 0.00 |
| | | Unit Cost | Tax |
| | | \$100.00 | \$12.00 |
| | | Overage Total: | Total |
| | | \$0.00 | \$200.00 |
| | | LineTotal | Approved By |
| | | \$212.00 | CTR Demo Vend P |
| | | | |
| | | \$106.00 | CTR Demo Vend P |
| | | \$318.00 | |
| | | \$318.00 | |

FIG. 7C

Invoice History For New Tech Industries, INC

| <u>Invoice Date</u> | <u>Invoice #</u> | <u>Time</u> | <u>Other</u> | <u>Taxes</u> | <u>Payments</u> | <u>Balance</u> |
|------------------------------|------------------|-------------|--------------|--------------|-----------------|----------------|
| Subscriber Name: Demo Vendor | | | | | | |
| 08/01/2003 | T105 | \$350.00 | \$0.00 | \$21.00 | | \$371.00 |
| Vendor Total: Demo Vendor | | \$350.00 | \$0.00 | \$21.00 | | \$371.00 |
| New Tech Industries, INC | | | | | | |
| | 148.00 | \$350.00 | \$0.00 | \$21.00 | | \$371.00 |
| Grand Total: | | \$350.00 | \$0.00 | \$21.00 | | \$371.00 |

FIG. 7D

Client - Staff Logic

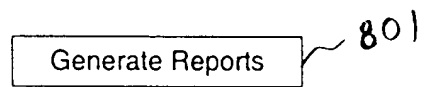


FIG. 8

Bill Status/ Security Classification

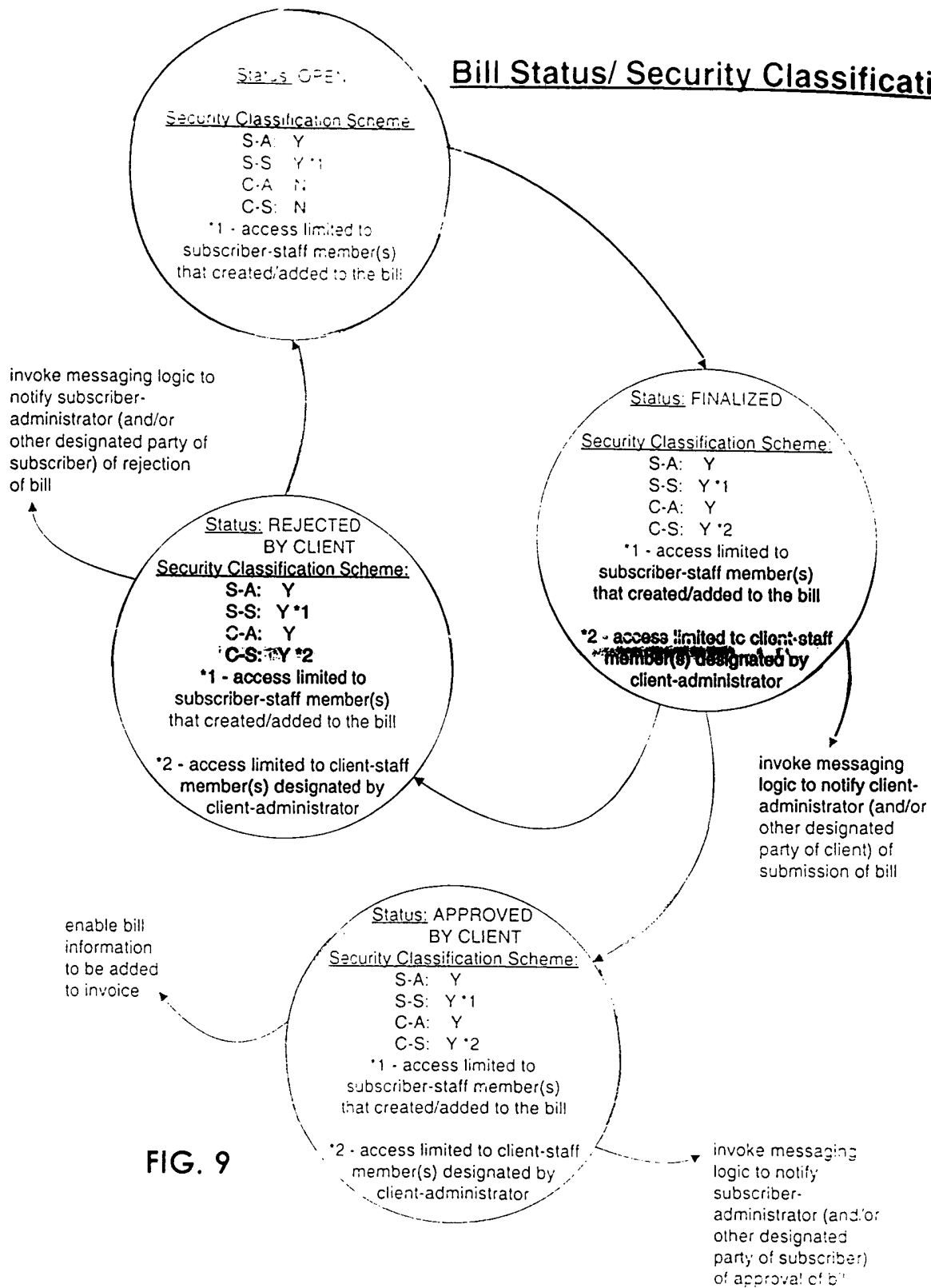


FIG. 9

Invoice Status/ Security Classification

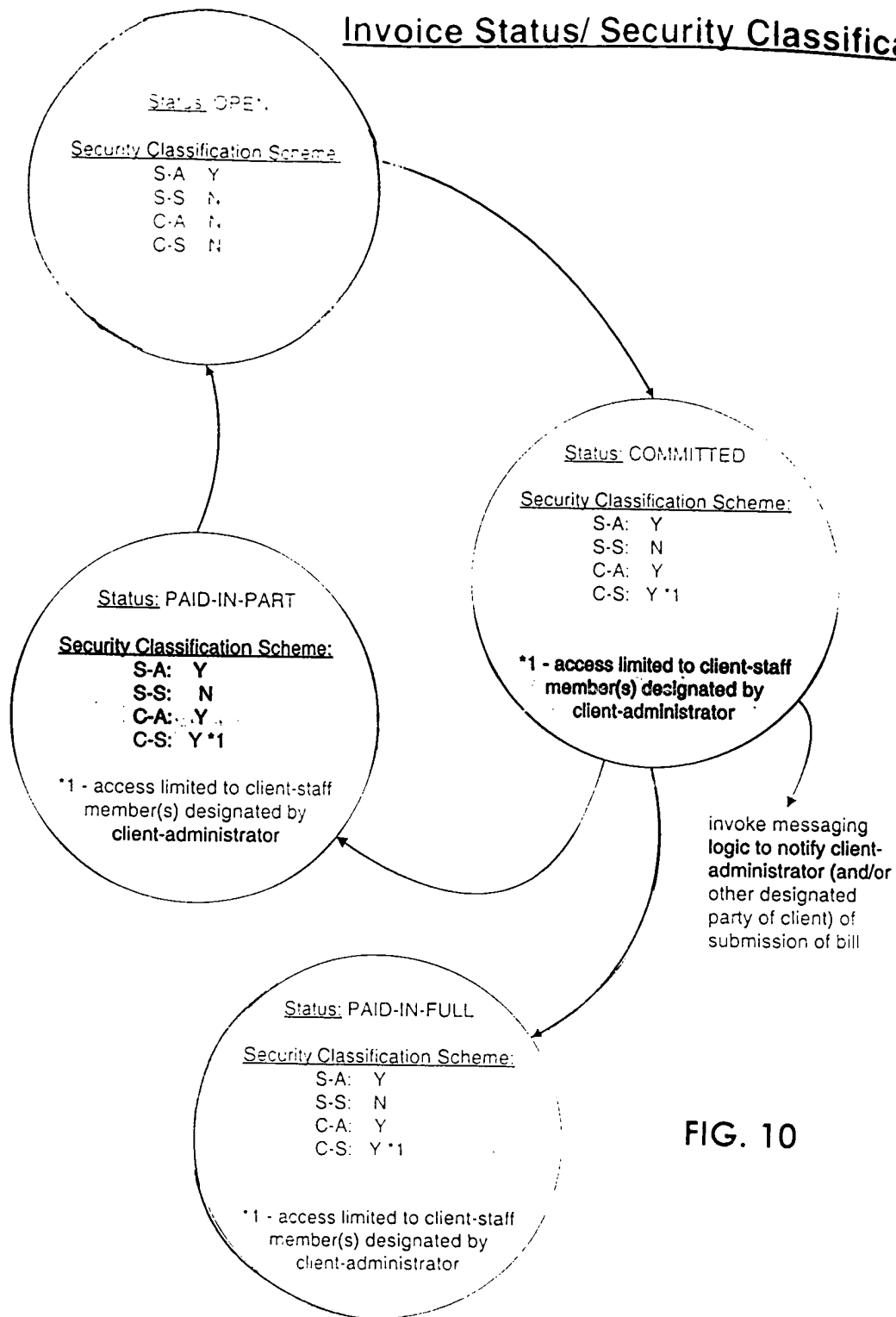


FIG. 10